

Military Surface Deployment and Distribution Command
Customer/Carrier Advisory
December 16, 2015
CA-15-12/03-0130 Update 1

Subject: Update 1 Documentation Requirements Unique to Iraq

Purpose: Provide updated guidance to shipper community for requesting Levy Exemption Waivers (LEW) and Dip Note Clearances for Defense Transportation System (DTS) cargo entering Iraq using surface transportation.

Additional POC added for Diplomatic Note Clearance.

Be Advised: To avoid cargo delay at the Seaport of Debarkation (SPOD), it is imperative shippers submit all required documents upon confirmation of the Export Traffic Release (ETR) or at time the cargo departs the shipper's origin location.

1. Foreign Military Sales (FMS) cargo requires a LEW. Shipper is responsible for submitting the following required documents to Office of Security Cooperation – Iraq (OSC-I)/J4 Department, U.S. Embassy-Baghdad and 840th Transportation Battalion.

Points of Contact are:

- OSC-I/J4, baghdadosclewliaisonoffice@gmail.com
- 840th Trans BN, usarmy.arifjan.595-trans-bde.list.840th-s3-kuwait@mail.mil

Required Documents for LEW:

- (a) LEW Request Form
- (b) ATMCD (DD Form 1384) or DD Form 1149
- (c) Commercial Invoice and/or Commercial Packing List
- (d) HAZMAT Documents, if applicable

(e) Vendor Shipments (**only**), scanned copy of primary award page of the contract under which the cargo is being imported into Iraq

****Ocean Carrier is responsible to provide a copy of the following:**

(f) Bill of Lading (BL) must be provided at time of lift at Seaport of Embarkation (SPOE)

(g) Manifest

***Custom clearance approval process typically takes 7-14 days "if" all documents are provided and no correction.

2. Non-FMS Cargo requires a Diplomatic Note Clearance. Shipper is responsible for submitting all required documents to General Service Office (GSO) and 840th Transportation Battalion.

Points of Contact for Diplomatic Note Clearance:

- Baghdad LMC Office, BaghdadShipping@state.gov
- 840th Trans Bn, usarmy.arifjan.595-trans-bde.list.840th-s3-kuwait@mail.mil

Required Documents:

(a) ATCMD (DD Form 1384) or DD Form 1149

(b) Commercial Invoice and/or Commercial Packing List (provide specific detailed information, vague description is not acceptable)

(c) HAZMAT Documents, if applicable

****Carrier is responsible to submit Bill of Lading (at time of lift at SPOE)**

*****Dip Note Clearance approval process typically takes 3-6 months.**

Cargo requiring Dip Note Clearance must be consigned to U.S. Embassy Al Kindi St, International Zone Baghdad, Iraq with ATTN: to Ultimate Consignee in Iraq.

595th OCCA-SWA QA Office: usarmy.bahrain.sddc.list.occaswaga@mail.mil,
DSN 318-439-6740/6636/6638

840th Transportation Battalion S-3:

usarmy.arifjan.595-trans-bde.list.840th-s3-all@mail.mil, DSN 318-825-3059/3034/3022/3126

840th Transportation Battalion Battle Captain:

usarmy.arifjan.595-trans-bde.list.spod-btl-cpt@mail.mil

POCs: 595th OCCA-SWA Booking Office:

usarmy.bahrain.sddc.list.occaswabooking@mail.mil, DSN 318-439-6639/6441/6442

Expiration: NA